

FRIENDS OF THE STATE LIBRARY AND ARCHIVES OF FLORIDA INC.

MINUTES

December 19, 2018 (Conference Call)

Present:	<u>Board of Directors</u>	<u>Division Staff</u>	<u>Secretary of State's Office</u>
	Gloria Colvin	Amy Johnson	Christie Fitz-Patrick
	Gene Coppola	Beth Golding	
	Claire Dygert	Cathy Moloney	
	Ava Ehde	Jody Norman	
	Brittney Farley	Lindsey Harrington	
	Mark Vargas	Kymberly Keaton-Emmert	
		Jennifer Womble	

Call to order and roll call

The meeting was called to order at 2:00 p.m. Eastern. Roll was called and all directors were present.

Introductions

All attendees introduced themselves.

Adoption of agenda

A motion to adopt the agenda was made; it was seconded and unanimously approved.

Director comments

The director provided the board and other attendees with a history of the CSO, as well as the laws that govern the operation of CSOs and the rights and responsibilities of the board.

Approval of minutes from the December 5, 2013 meeting

A motion to approve the minutes from December 5, 2013 was made; it was seconded and unanimously approved.

Business items

Approval of documents

The board engaged in discussion of the Letter of Agreement, Bylaws, proposed Fiscal Year 2018-2019 Annual Report (including Code of Ethics) and the proposed budget for Fiscal Year 2018-2019 in advance of voting to approve the documents. It was then moved that the documents be approved as presented and as a group; the motion was seconded and the group of documents were unanimously approved as presented.

Election of Executive Committee

The board proceeded to elect the Executive Committee. The following members were nominated: Gene Coppola for president, Ava Ehde for secretary and Mark Vargas for treasurer. It was moved that the slate of candidates be elected as presented; the motion was seconded and the slate unanimously approved.

Other business

Division orientation

The bureau chiefs provided the board and attendees with a brief orientation of their respective bureaus.

Miscellaneous

No miscellaneous items were raised for discussion.

Next meeting

Plans for meeting face-to-face in the spring of 2019 will be made.

Public comment

A call was made for public comment and there was none.

Adjourn

The meeting adjourned at 4:00 p.m. Eastern.